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## OFFICE MEMORANDUM

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**DATE:** March 31, 2003

**TO:** Region Engineers  
Region Delivery Engineers  
TSC Managers  
Resident/Project Engineers  
Region Construction Engineers

**FROM:** Larry E. Tibbits  
Chief Operations Officer

John C. Friend  
Engineer of Delivery

**SUBJECT:** Bureau of Highway Instructional Memorandum 2003-03- **Revised**  
(Correction of e-mail and web site addresses.)  
MDOT Guidelines for Administering Warranties on Road and Bridge  
Construction Contracts

The *Guidelines for Administering Warranties on Road and Bridge Construction Contracts* manual was developed by the Statewide Warranty Administration Team to provide consistency in the inspection and documentation required to adequately monitor road and bridge projects covered by the department's warranty program. This 2002 edition of the manual details the inspection requirements and contains the forms to be used when monitoring projects covered by the department's warranty program. As new or revised warranty special provisions are approved, the necessary guides and forms will be added to this manual.

Questions concerning the manual may be directed to Judy Ruszkowski, Engineer of Specifications, at [ruszkowskij@michigan.gov](mailto:ruszkowskij@michigan.gov). Information on obtaining the manual, including all future revisions, should be directed to MDOT's Publications Office at [MDOT-Publications@michigan.gov](mailto:MDOT-Publications@michigan.gov) or [www.mdot.state.mi.us/orderpubs](http://www.mdot.state.mi.us/orderpubs)

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Chief Operations Officer

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Engineer of Delivery

BOHD:C/T:JAR:kab

Subject Index: Procedures Manuals

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